

IZKF Research Projects

General information

The IZKF Münster promotes innovative research projects of high scientific quality. Incentive or beginner support for research projects cannot be funded. The application process is based on the guidelines of the German Research Foundation (DFG). According to the statutes of the IZKF, all scholars working full-time at the Medical Faculty of the Münster University are entitled to apply (see also application requirements).

NEW: Tandem projects to strengthen basic research and clinical translation as well as to enrich the methodological spectrum through high technologies are particularly welcome. This will be given special consideration in the evaluation of applications from 2024 onwards.

The evaluation of research applications is carried out in a two-stage process. The project proposals should be uploaded in the IZKF online portal (OLA) and will first be assessed internally by the internal Scientific Advisory Board with regard to scientific quality, preliminary work (publications) and the peer-reviewed third-party funding acquired by the applicant(s).

Applicants, whose project proposals are positively evaluated by the internal Scientific Advisory Board, will be invited to submit a full proposal. These applications will be submitted to the External Scientific Advisory Board of IZKF. The Advisory Board formulates a recommendation or refusal or a ranking with several positive votes. The votes of the individual advisory board members or additional expert reviewers remain anonymous. The votes of the External Scientific Advisory Board are binding.

If the pre-proposals are incomplete or other formal requirements are not fulfilled, they will be formally rejected by the scientific office. Additional attachments such as curricula vitae, complete lists of publications and comprehensive lists of third-party funds of the applicants should not be submitted.



Upload the pre-proposal and all necessary attachments by the deadline in the online application portal (OLA). The portal accepts documents for the current application phase until 11:59 pm on the deadline date.

Application requirements and details for submission

Requirements for applicants	<p>Doctoral researchers at the Medical Faculty are eligible to apply if they</p> <p>a) are highly recognised in their field and have demonstrated this through competitive achievements (publications and third-party funding*), and</p> <p>b) are a full-time member of the Medical Faculty for at least the duration of IZKF funding.</p> <p>The general funding guidelines of the IZKF Münster apply.</p> <p>*General funding of applicants by third-party funding bodies such as DFG, NIH, BMBF, EU, foundations, etc.</p>
Additional requirements	<p>Only one project proposal per scientist can be submitted for a new application period. The prerequisite for this is that no regular IZKF project funding exists at the time of the review by the Research Council and at the time of the potential start of funding. Please note the updated regulations for submitting a project proposal for an IZKF follow-up project in 2024 (see IZKF Fact Sheet 01.18).</p> <p>As a general rule, project leaders who have already received funding are barred from submitting a new proposal for one year without endeavouring to acquire a follow-up project funded by the DFG.</p>
Funding	<p>Duration: 3 or 4 years, selectable when submitting a full application and valid for the entire funding period (see new facts sheet 01.18).</p> <p>Amount: EUR 330,000 per project (for a 3 or 4-year term!) for personnel and consumables.</p>

Interdisziplinäres
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Klinische Forschung

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Das IZKF ist ein Forschungsverbund
der Medizinischen Fakultät
der Universität Münster

Language	English
Project outline	<p>Project outlines are designed for a cover sheet with general information plus two (!) A4 pages of research outline. The following information is entered via the form to be completed in OLA and, after saving, is output as a print-ready cover page for the project outline.</p> <p>1) Applicant(s)# / Institution / Address / E-Mail A maximum of 3 applicants[#], including 2 from the same institution, are allowed per project pre-proposal. All applicants must have contributed significantly to the preliminary work, i.e. publications as first or last author and peer-reviewed third party funds (see below). [#] <u>Applicants</u> in accordance with the IZKF statutes (see also IZKF homepage) are the leaders of the research project and thus the person authorised to receive IZKF funding. They must be able to carry out a project themselves without the involvement of cooperation partners. The applicants of the project pre-proposal must be in agreement with the full proposal. <u>Cooperation partners</u> support the project with their expertise and methodological equipment. They cannot receive financial support from the IZKF themselves.</p> <p>2) Topic of the research project</p> <p>3) Collaborators in the Faculty of Medicine[#] / Participating Institutes Information on technical and substantive cooperation with other IZKF projects, IZKF and Faculty Core units or with other faculty scientists. <u>Collaboration agreements (letters of intent) with internal partners are no longer required for the outline!</u> However, please indicate key points of the cooperation in terms of content.</p> <p>4) External collaborators (other Universities, Industrial partners) External collaboration with renowned research groups from Germany and abroad are highly encouraged. As with collaborations with industrial companies, a written cooperation agreement is required and has to be uploaded in OLA <u>along with the full proposal</u>.</p> <p>5) List 5 most important publications of all applicants from the last 5 years.</p> <p>6) Current (and previous) peer-reviewed third-party funding of all applicants of the last 5 years (DFG, BMBF, EU; peer-reviewed Foundations and Organisations).</p> <p>The scientific project outline is limited to two pages. A Word template <i>New Project Pre-Proposal</i> can be downloaded in OLA.</p> <p>Description of the project:</p> <p>1) State of the art. Please give a short explanation of the state of the art and research, max. ½ to ¾ page. Necessary citations should be added at the end of the section (under bibliography).</p> <p>2) Own preliminary work of all applicants with selected publications of the last 5 years (only original articles from class 1 journals of the respective subject). Please list here only the most important five own publications on the topic. Do not include complete publication lists of the applicants! Cite publications according to the example in the template with impact factors.</p> <p>3) Working hypothesis and goals. Brief and clear description of the objectives of the project and its clinical relevance.</p> <p>4) Work programme (experimental design, methods, etc.) Brief and comprehensible presentation of the work programme.</p> <p>Tipp: Bullets 3 and 4 should be one page!</p>
Publications	All literature citations must be complete, i.e. list all authors, title, journal, edition, pages, year of publication and current impact factor.

	Manuscripts recently submitted for publication will only be accepted as supplements if they are indispensable for explaining the working hypothesis and the preliminary work carried out so far. For this purpose, the manuscript must be uploaded to OLA under "Other Documents", stating the status of the publication (Submitted to ..., date, journal status).
Third-party funding	The information on third-party funding of the applicant should include: all (!) principal investigators(s), title of the project, third-party organisation and funding number, duration and total amount of funding for the respective project. Just like the preliminary work, information regarding the previous and current third-party funding is an important pre-requisite to obtain IZKF funding. ATTENTION! Do not list any IZKF, IMF or CiM project funding, as these are intramural funds!
Full proposal	The applicants of positively evaluated project pre-proposals will be requested by the Scientific Office to submit a full research proposal online in OLA. The corresponding application documents are available for download. Special instructions for the full proposal are also available here.
Conditions for the full proposal	<ol style="list-style-type: none"> 1) The applicants for the full proposal must be identical to those of the pre-proposal assessed by the internal Scientific Research Council. The principal investigator is the person responsible for the entire research project and is authorised to sign for all aspects of the project. 2) Substantive changes to the research programme must be clarified in advance with the Scientific Office. It is mandatory that the content of the full proposal is identical to that of the pre-reviewed project outline. If the application documents do not match, the IZKF reserves the right to formally reject the research application. 3) At the time of submitting the full proposal, a brief statement on the DFG eligibility of the project must be given. Is it a completely new project proposal or one that has already been worked on with some missing data? If the latter is the case, a brief description of the current processing stage of the project and the scope of the preliminary work that is still required must be described.
Review process	The full proposal will be reviewed by the Scientific Advisory Board of the IZKF Münster. Both the written proposal as well as the oral presentation count. Applicants should therefore endeavour to ensure that the power point presentation is not overloaded with information and should avoid using abbreviations. The talk should be easily understandable to an interdisciplinary audience. If the Scientific Advisory Board recommends funding, the IZKF Board decides on funding based on the available funds. Negative votes of the Scientific Advisory Board are binding.
For queries	If you need advice or have any questions, we are happy to help. Please contact the Scientific Office: Dr. Sabine Blass-Kampmann, Manager and Scientific Coordinator IZKF Scientific Office, Albert-Schweitzer-Campus 1, Bldg. D3, 48149 Münster Phone. 0251 83 58695, E-Mail. sabine.blass-kampmann@ukmuenster.de

Further information can be found here:

[IZKF Facts Sheet_01.12 FAQs on submitting proposals](#)

[IZKF Facts Sheet_01.18 Eligibility | Duration | Membership](#)

[IZKF Facts Sheet_10.01 IZKF-Online Submission of Pre-Proposal](#)